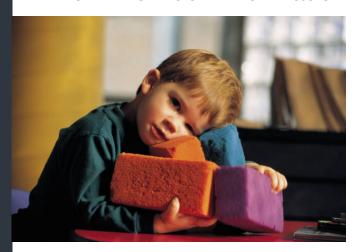
Quality Improvement Committees New Member Information

ROLE OF THE CHAIRPERSON

- Works with Child and Family Services support person to set the agenda and arrange for logistics of the meetings
- Runs committee meetings
- Keeps the committee on task and focused on the core mission
- Once recommendations are ready to be made to a region and/or to the state, drafts, signs and sends the letter to the appropriate place(s).
- Strives to facilitate group cohesion in order that the group functions productively and members feel welcomed, valued and acknowledged
- Takes suggestions for new members, helps to keep membership active and recruits representation from diverse community groups.



COMMONLY USED ACRONYMS

QIC: Quality Improvement Committee

DHS: Department of Human Services

DCFS: Division of Child and Family Services

DJJS or JJS: Division of Juvenile Justice Services

DSPD: Division of Services for People with Disabilities

RD: Region Director

ARD: Associate Region Director (Assistant to the Region Director)

CSM: Community Service Manager (Supervisor of Front Line Supervisors)

CWA: Child Welfare Administrator (also a Supervisor of Front Line Supervisors)

CPS: Child Protective Services

PSS: Protective Services Supervision (Court Ordered In-Home Case)
PSC: Protective Services Counseling (Voluntary In-Home Case)

TAL: Transition to Adult Living (Assessment, planning, services for youth aged 14 and up)

SAFE: Not an acronym, but the name of the computer-based information system used by

Child and Family Services

HVR: Health Visit Report
HDR: Health Data Report
GAL: Guardian ad Litem

AAG or AG: Assistant Attorney General
QCR: Qualitative Case Review
CPR: Case Process Review

OSR: Office of Services Review (does the QCR and CPR)

CFSR: Child and Family Services Review (Federal Review of States' Child Welfare Services)

RFP: Request for Proposals: an invitation to submit a proposal to provide a specific service.

QUALITY IMPROVEMENT COMMITTEE LOCATIONS AND INFORMATION

ROLE OF THE CO-CHAIR

- Supports the chairperson
- Serves as a "chairperson-in-training": preparation to step in when chairperson steps down

SUBCOMMITTEES

may be formed by a committee when the committee is interested in an area of study that requires more time than the full committee has to devote to the inquiry. Subcommittees can be formed as needed for specific tasks. The larger committee sets timeframes for tasks.



Revised November 24, 2009

195 North 1950 West Salt Lake City, UT 84116 801.538.4100 ph 801.538.4420 fax utahqic.utah.gov